

**MINUTES
LANCASTER COUNTY BOARD OF CORRECTIONS
COUNTY-CITY BUILDING
FOURTH FLOOR CONFERENCE ROOM
THURSDAY, MAY 8, 1997
11:00 A.M.**

Commissioners Present: Larry Hudkins, Chair
Kathy Campbell
Linda Steinman
Darlene Tussing

Others Present: Kerry Eagan, Chief Administrative Officer
Mike Thurber, Corrections Director
Terry Weber, Lancaster Correctional Facility Administrator

Commissioners Absent: Steve Svoboda

Hudkins convened the Board of Corrections.

I. APPROVAL OF MINUTES OF NOVEMBER 7, 1996

MOTION: Tussing moved and Campbell seconded approval. The Board voted unanimous approval.

II. POPULATION STATISTICS

Thurber reported there has been little change in the populations in the first quarter of 1997, which was a total increase of 1.2%. He noted the total bookings decreased slightly during the period while the total lodged increased by 3.2%. He indicated that the overall average length of stay moved upward by less than 1%, while the numbers lodged for greater than 24-hour periods decreased.

III. SPECIAL REPORT

Terry Weber, Jail Administrator, gave a brief review of the operations and activities of the Intake facility.

IV. EVENTS

Weber stated their inspections by the Health Department were held in December. Out of 100 points, 93 were issued for the kitchen operations. The sanitation and appearance of both food service and operations were highly satisfactory.

Mid-year Budget Review

Thurber indicated that the Corrections Department would overspend its 1997 budget because of negotiated increases to correctional officer wages and salary adjustments to 7 positions. The revenue collections are estimated to exceed the budget by approximately \$336,000.

V. OTHER ITEMS

Outside Contracts

U.S. Marshall's Service

Thurber indicated that the Board approved a new intergovernmental service agreement in March with the U.S. Marshal's Service for the housing of pre-trial offenders at a rate of \$61.23. He said that the figure is based on data from FY94, which was originally requested in April of 1995 and has been on pending ever since. He stated that in December he received a phone call from the Federal officials agreeing to make retroactive payment of \$46,000 to the original effective date requested of July 1, 1995. He said the payment has been received and deposited.

Interlocal Agreement

It was reported that the new Interlocal between the County and City for the housing of City offenders was signed. The interlocal provides for a new computation for the housing rate and includes Corrections assuming responsibility for transport of City prisoners.

Dental Services

Thurber also indicated a service contract was approved for dental services for Dr. Claire Haag in March. He said all equipment and supplies were in place and Dr. Haag provided in-depth training of existing medical staff to assist her in routine dental clinics.

Vending Services

Thurber reported proposals were submitted on vending services for both correctional facilities because the County's current 3-year provider has expired. The RFP set limits on all vending prices and asked for a commission paid to the County with a guaranteed annual commission amount. The proposal specifies an 18.56% commission rate and a guaranteed annual commission of \$18,000.

LCF Construction Program Activities

Thurber stated the construction crews worked on projects relating to the "K" Street power plant renovation. Some of the projects were the installation of power phone and computer cabling, ceilings, relocation of shelving and placement of filing and surplus equipment. Equipment was moved out of the Old Federal Building and Star City Parade equipment was moved in. The crews also completed the renovation of the new dental area for Corrections.

FY98 Budget Submission

Thurber reported the Corrections Department FY98 budget was submitted at approximately \$6 million with a revenue budget of \$1.6 million. He said the increases are due to the wage increases and merits, transport, replacement of Lancaster County Correction Facility's heating and cooling systems and replacement of their transport van.

VI. NEW BUSINESS

Thurber indicated that Griffith & Associates have completed their analysis of the Corrections expenditures for FY96, including an updated daily rate calculation for the U.S. Marshal's Service, which reflects a \$3.73 per-day increase.

Hudkins adjourned the meeting.

Kandra Hahn, Lancaster County Clerk